

MANSFIELD TOWNSHIP COMMITTEE MEETING

July 12, 2017

This is a regular meeting of the Mansfield Township Committee. The notice requirements of the law have been satisfied for this meeting by notice to the Star Gazette and Express Times of the time, date and location thereof. Notice was also posted on the announcement board located in the Municipal Building.

Roll Call: Mr. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters

Salute to the flag was done by all.

AWARD PRESENTATIONS

Mrs. Mora Dillon recognized Ms. Alexa Westley, a sophomore at Warren Hills High School and Mansfield Township resident, for her outstanding accomplishment of winning the State Championship in June for the 3200 meter run. Lexi had broken school records throughout the season and was also named the 2017 Lehigh Valley Track & Field Athlete of the Year.

Mayor Watters presented an award to Alexa Westley.

Mrs. Kocher recognized Patrolman Madonna with the Meritorious Service Award for accomplishing a life saving act under adverse conditions with some degree of hazard to life and limb to the officer and where serious injury to a third party was prevented.

Mrs. Kocher commended K-9 Officer Zytko and K-9 Jax with an Exceptional Service Medal for their exemplary and exceptional efforts during their first year of service. Our K-9 Unit team was involved in numerous arrests and removal of a substantial amount of dangerous drugs from our community, continued training, providing public demonstrations, and their exemplary performance as a K-9 unit keeping Mansfield Township a safe place to live, work and travel through.

Mrs. Kocher recognized Detective Sergeant MacDonough and Detective Mathews with a Life Saving Award for their life saving efforts until EMTs, Rebecca Southard and Mark Villas Jr., and Hunterdon Medical Center Paramedics, Andy Ibanez and William Lewis, arrived and continued life saving measures while in route to the hospital resulting in the patient regaining a pulse and breathing on his own.

Mayor Watters, Mrs. Kocher, Chief Reilly and Mansfield EMS President Terry Clancy presented Awards to Patrolman Madonna, K-9 Officer Zytko, Detective Sergeant MacDonough and Joe Matthews, Mansfield EMTs, Rebecca Southard and Mark Villas Jr, and Hunterdon Medical Center Paramedics, Andy Ibanez and William Lewis.

APPROVAL OF THE MINUTES:

Mrs. Mora Dillon made a motion to approve the minutes from the regular meeting on June 28, 2017, which was seconded by Mr. Hayes.

Ayes: Mr. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: None

Abstain: Mrs. Kocher

Mrs. Mora Dillon made a motion to approve the minutes from the Executive Session held on June 28, 2017, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: None

Abstain: Mrs. Kocher

BILL LIST

Mr. Hayes made a motion to approve the bill list, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mrs. Kocher , Mayor Watters

Nays: None

Absent: None

Abstain: None

CLERKS REPORT:

Ms. Hrebenak provided the Municipal Building Roof replacement estimate from the architect.

Mr. Watters questioned the funding we have available.

Ms. Hrebenak requested approval to go out to bid.

Ron Hayes made a motion to move forward with the Municipal Building Roof Bid pending availability of funds, which was seconded by Mrs. Mora Dillon.

FINANCE REPORT:

Mrs. Fascenelli stated that the State has increased the Township's contribution for public employees effective July 1 from 7.2% to 7.34%. The next increase will be July 1, 2018 to 7.5%. Also, effective July 1 we went with the State Health Benefits program which was reflected in everyone's paycheck.

Mrs. Fascenelli stated that the Finance office is working on consolidating some of our Trust accounts. We have to close 4 accounts with no activity and transferred 6 into a public trust account with sub-accounts to make these more efficient. Based on what has been done so far in one year this will save the Finance office 120 bank reconciliations.

EMPLOYEES REPORTS:

Mrs. Fascenelli stated the PCFA has their household hazardous waste collection event on October 1 from 8a-12p, flyers are posted in the lobby.

ENGINEERS REPORT:

No report.

PUBLIC PORTION:

Donald Proefrock, 50 Slope Dr., asked about the roof replacement specifically the skylights being a problem.

Mayor Watters mentioned that the employees were in favor of keeping the skylights to let natural light in.

Donald Proefrock asked if the costs for these would be listed separately.

RESOLUTION:

**RESOLUTION # 2017 –83
REFUND OF A DRIVEWAY APPLICATION**

**TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY**

WHEREAS, Mr. Louis Gencarelli issued a check dated 3/17/17 for a Driveway Application escrow with the Township of Mansfield, County of Warren,

WHEREAS, there remains a balance of \$ 342.50 in the escrow account,

WHEREAS, Mr. Gencarelli has withdrawn the application,

WHEREAS, the Planning Board Attorney and Engineer have determined that the escrow balance can be refunded,

NOW THEREFORE BE IT RESOLVED, that the Township Finance Office be authorized to refund the amount of \$ 342.50 to Mr. Louis Gencarelli.

Mr. Hayes made a motion to approve the passage of Resolution 2017-83, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Misertino, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters

Nays: None

Absent: None

Abstain: None

2017-84

RESOLUTION OF THE TOWNSHIP OF MANSFIELD

**A RESOLUTION AUTHORIZING NO INTEREST TO BE CHARGED ON THE THIRD
QUARTER 2017 TAXES DUE AUGUST 1,2017 IF PAYMENT OF SAID TAXES IS
RECEIVED BY TOWNSHIP OF MANSFIELD ON OR BEFORE THE TWENTY-FIFTH (25th)
DAY AFTER THE DATE OF MAILING AS CERTIFIED BY THE TAX COLLECTOR TO
THE MUNICIPAL CLERK.**

WHEREAS, the date of mailing of the Township of Mansfield tax bills to Mansfield Township taxpayers cannot be determined at this time; and

WHEREAS, N.J.S.A. 54:4-66.3 provides that no interest shall be charged for a minimum of twenty-five days after the tax bills are mailed or otherwise delivered.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Mansfield, County of Warren, State of New Jersey as follows:

No interest on the third (3rd) Quarter 2017 taxes, due August 1, 2017 shall be charged if payment of said taxes is received by Mansfield Township on or before the twenty-fifth (25th) day after the date of mailing as certified by the Tax Collector to the Municipal Clerk and provided further, however, that if any such payment is not received on or before said twenty-fifth (25th) day, interest at the usual rate will be charged from August 1, 2017.

BE IT FURTHER RESOLVED, that a copy of this resolution be provide to the Tax Collector, the Chief Financial Officer and the Township Auditor for their records.

Mrs. Mora Dillon made a motion to approve the passage of Resolution 2017-84, which was seconded by Mr. Hayes.

Mayor Watters asked if Mrs. Fascenelli wanted to explain the reason for this tax payment extension.

Mrs. Fascenelli stated that we do not have our County Tax Rate.

Ayes: Mr. Hayes, Mr. Misertino, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters

Nays: None

Absent: None

Abstain: None

**TOWNSHIP OF MANSFIELD
COUNTY OF WARREN, STATE OF NEW JERSEY**

RESOLUTION # 2017-85

**AUTHORIZING PURCHASE OF A 2017 FORD F350 REGULAR CAB GAS 4X4 PICK
UP WITH A 8.5 FT. WESTERN PLOW
UNDER MORRIS COUNTY COOPERATIVE PRICING COUNCIL
CONTRACT #15-C, ITEM #21**

WHEREAS, the Township of Mansfield is a member pursuant to N.J.S.A. 40A:11-11(6) of the Morris County Cooperative Pricing Council ("MCCPC") and as a Local Government Unit, may without advertising for bids, purchase any goods or services under contract with said Cooperative; and

WHEREAS, the MCCPC has through competitive bidding awarded a contract to DFFLM, LLC. T/A Ditschman/Flemington Ford for utility vehicles (#15C, Item #21); and

WHEREAS, the Township of Mansfield wishes to purchase One (1) 2017 Ford F350 Regular Cab Gas 4x4 Pick Up with a 8.5 Ft. Western Plow; and

WHEREAS, the Public Works Department Supervisor recommends the utilization of this contract on the grounds that it represents the best price available; and

WHEREAS, the cost of the above vehicle and plow will not exceed \$37,085.00,

WHEREAS, the Finance Office has determined that sufficient funds are available for said purchase.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Mansfield authorizes the purchase of a 2017 Ford F350 Regular Cab Gas 4x4 Pick up with an 8.5 Ft. Western Plow in accordance with the quote dated June 22, 2017.

BE IT FURTHER RESOLVED, by the Mayor and Township Committee of the Township of Mansfield, County of Warren, State of New Jersey that

DFFLM, LLC. T/A Ditschman/Flemington Ford
215 US Highway 202
Flemington, New Jersey 08822

be awarded a contract not to exceed \$ 37,085.00 for the acquisition of the vehicle and plow listed above.

Mrs. Mora Dillon made a motion to approve the passage of Resolution 2017-85, which was seconded by Mr. Hayes.

Ayes: Mr. Hayes, Mr. Misertino, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters

Nays: None

Absent: None

Abstain: None

2017-86

Resolution

Supporting the *Drive Sober or Get Pulled Over* *2017 Statewide Crackdown*

Whereas, in 2014, alcohol impaired fatalities accounted for 29% of traffic fatalities in New Jersey; and

Whereas, an enforcement crackdown is planned to combat impaired driving; and

Whereas, the Holiday seasons in particular are traditionally times of social

gatherings which include alcohol; and

Whereas, the State of New Jersey, Division of Highway Traffic Safety, has asked law enforcement agencies throughout the state to participate in the *Drive Sober or Get Pulled Over 2017 Statewide Crackdown*; and

Whereas, the project will involve increased impaired driving enforcement from August 18 through September 4, 2017; and

Whereas, an increase in impaired driving enforcement and a reduction in impaired driving will save lives on our roadways;

Therefore, be it resolved that the Township of Mansfield declares its support for the *Drive Sober or Get Pulled Over 2017 Statewide Crackdown* from August 18 through September 4, 2017 and pledges to increase awareness of the dangers of drinking and driving.

Mr. Hayes made a motion to approve the passage of Resolution 2017-86, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Misertino, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters

Nays: None

Absent: None

Abstain: None

COMMITTEE PERSON COMMENTS:

Mrs. Mora Dillon made a motion to instruct DPW to remove the playground at Winchester Field, which was seconded by Mr. Hayes.

Ayes: Mr. Hayes, Mr. Misertino, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters

Nays: None

Absent: None

Abstain: None

Mrs. Mora Dillon made a motion to approve the conversion of tennis courts to basketball courts on Winchester Rd based on quotes for option 1 with the funding coming out of Open Space not to exceed \$17,495, which was seconded by Mr. Hayes.

Ayes: Mr. Hayes, Mr. Misertino, Mrs. Mora Dillon, Mayor Watters

Nays: Mrs. Kocher

Absent: None

Abstain: None

Mr. Hayes stated that he and Mr. Wood walked Heiser Road and after the heavy rain last week the road was being eroded away. This week the roadway sides were stabilized but there are drainage pipes that need to be replaced which can be done next week before Heiser Road gets paved.

Mr. Misertino made a motion to approve the pipe repair on Heiser Rd, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Misertino, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters

Nays: None

Absent: None

Abstain: None

Ms. Hrebenak stated the VAV box in the clerk's office may need to be replaced.

Mrs. Kocher stated that she has a report from EDAC, there have been 56 people that have responded to the survey. An insert regarding the survey will be put in with the tax bill and newsletter mailing.

Mr. Watters stated he received a letter from the Insurance Survey Office regarding a survey.

Mr. Hayes stated he spoke with Bob Griffith to get together to get this done.

Mr. Watters requested that someone attend the County Road project meeting while Chief Reilly is on vacation.

Mr. Hayes made a motion to approve the changes that were discussed to the purchasing policy, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Misertino, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters

Nays: None

Absent: None

Abstain: None

Mr. Lavery, Esq. stated that during Executive Session the Committee discussed matters dealing with a personnel matter dealing with the CFO position, a personnel matter dealing with a Flex Spending Account, and an attorney client privileged matter dealing with the Towing Ordinance will be discussed.

Mr. Misertino made a motion to enter in Executive Session at 8:32pm, which was seconded by Mr. Hayes.

Ayes: Mr. Hayes, Mr. Misertino, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters

Nays: None

Absent: None

Abstain: None

Return to Regular session at 9:17pm.

Ayes: Mr. Hayes, Mr. Misertino, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters

Nays: None

Absent: None

Abstain: None

Mr. Lavery, Esq. stated that during Executive Session a personnel matter dealing with the CFO position, a personnel matter dealing with a Flex Spending Account, an attorney client privileged matter dealing with the Towing Ordinance and one other personnel matter dealing with an employee were discussed, copies of these minutes will be available as soon as the Committee feels they are no longer a harm to the public interest.

Mr. Hayes made a motion to authorize the Township Attorney to send the appropriate letter to the employee that was discussed in Executive Session, which was seconded by Mr. Misertino.

Ayes: Mr. Hayes, Mr. Misertino, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters

Nays: None

Absent: None

Abstain: None

Mr. Hayes made a motion to adjourn at 9:18pm, seconded by Mrs. Mora Dillon and was carried by all.